



Utah Division of Air Quality New Source Review Section

Form 24 Parking Lots

A PERMIT TO CONSTRUCT MUST BE APPROVED BEFORE ANY ACTUAL WORK IS BEGUN ON THE SOURCES. This can be a stand alone document. Please refer to the Permit Application Instructions for specific details required to complete the application. Please print or type all information requested. All information requested herein must be completed and submitted before an engineering review can be completed. Contact the Engineering Section of the Division of Air Quality with any questions at (801) 536-4000. Written inquiries may be addressed to: Division of Air Quality, New Source Review Section, P.O. Box 144820, Salt Lake City, Utah 84114-4820.

General Owner and Facility Information	
1. Company name and address: Phone No.: () Fax No.: ()	2. Company contact for environmental issues: Phone No.: () Fax No.: ()
3. Source address (if different from above): Phone no.: () Fax no.: ()	4. Owners name and address: Phone no.: () Fax no.: ()
5. County source is located in:	6. Latitude & longitude, township & range, and/or UTM coordinates of plant:
7. Directions to Source (street address and/or directions to site) (include U.S. Coast and Geodetic Survey map if necessary):	
8. Identify any current Approval Order(s): AO#_____ Date_____ AO#_____ Date_____	
9. If request for modification, previous permit # and date: DAQE #_____ DATE: ____/____/____	
10. Type of business at this source:	
11. Type of parking lot (ie: commercial, industrial/office, event)	12. Standard Industrial Classification Code of Business: _____

[illegible]

**New Source Review Application
Form 24 Instructions**

1. Identify the name, address, phone number, and fax number of the legal entity that operates the equipment.
2. Identify the person who is to be contacted regarding this application; also include the phone number and fax number of this person.
3. Identify the address where the equipment will be located.
4. If you are not the owner of the equipment under this application, enter the name, address, phone number, and fax number of the owner.
5. Identify in what county the source is located. If this is portable equipment, state in what county the first location is.
6. Indicate the technical location of the source so that it can be located on a map for modeling and inventory purposes. The location can be read from a 7.5" map.
7. Indicate the geographical location or address of source and directions to site if needed for remote locations. For example, AGo five miles south on highway 1, turn left at farmhouse, go 1.5 miles.@
8. List any valid Approval Orders (AO) which are for equipment at this site.
9. Indicate previous AO number (if any) and date for AO modification.
10. State the type of business you conduct at this facility.
11. Indicate the type of parking lot located at this source. If the parking lot is used for more than one purpose indicate the primary use.
12. Enter the standard business code which best describes your business activity at this source and location.
13. Check the applicable box
New Construction: new parking lot which has not yet been constructed and requires a permit to construct.
Modification: existing parking lot which is physically altered by the removal, addition, or changing of stalls.
14. Enter the start date and the completion date of any new installation, construction, or modification.
15. For cases in this category, enter the future date when the change is anticipated.
16. For this category of equipment, enter the date when this equipment was first operated.
17. Please indicate the appropriate number in the spaces provided. For a new parking lot, or an existing parking lot without a permit, enter zero (0) for the existing number of stalls.
18. Please indicate if the parking lot will be used for more than one type of parking scenario. Examples include office parking being used after hours for event parking. This category also applies if seasonal changes will affect parking lot type.
19. Each of these minimum requirements must be addressed. Please refer to the attached document Parking Lot BACT (Appendix A) for further details. Inclusion of a traffic study may satisfy some of these requirements. A detailed site plan may also be required. See note below.
20. Please included any additional BACT design elements incorporated in this parking lot. Attach additional pages as necessary.
21. Signature of authorized company agent or consultant.
22. Name of signing party.
23. Telephone number of signing party.
24. Date of application.

NOTE: Call the Division of Air Quality (DAQ) at **(801) 536-4000** if you have problems or questions in filling out this form. Ask to speak with a New Source Review engineer. We will be glad to help!

Parking Lot BACT
(Best Available Control Technology for Air Quality)
Minimum Requirements

Development of new parking lots with a capacity of 600 or more vehicles, or the expansion of existing parking lot capacity by 350 or more vehicles requires a permit from the Division of Air Quality. DAQ has adopted the following BACT measures for parking lots requiring permits. The developer will need to submit a permit application (notice of intent) with sufficient documentation to DAQ describing how the following elements have been incorporated into the project.

A. Correspondence and Coordination

Purpose -Ensure coordination and consistency with state and local agencies.

Requirement -Developer should include with the application to DAQ copies of letters from local government, UDOT, and UTA (where applicable), demonstrating that these agencies have been consulted and are satisfied with the parking lot design.

B. Maximize Access Level of Service (LOS)

Purpose -To minimize delay, and hence emissions, for entering and exiting traffic.

Requirement -Developer should identify the LOS for vehicle access to the development and explain the measures used to maximize access LOS. Consideration should be given to proper throat distance, access on side streets where possible, proper spacing or consolidation of access points, proper curb return radii, sidewalk and gutter vertical grade treatment, proper turning lanes for exiting traffic, and other measures included by the developer.

C. Minimize Internal Circulation

Purpose -Minimize travel and associated emissions once vehicles enter the parking area.

Requirement -Developer should identify measures incorporated to minimize traffic circulation within the parking lot. Consideration should be given to 90 degree parking and two-way parking aisles, proper turning radii, proper alignment of parking area Aintersections@, provision for deliveries, and other measures included by the developer.

D. Pedestrian Friendly Design

Purpose -Encourage pedestrian travel over vehicle travel and thus reduce vehicle emissions.

Requirement -Developer should identify measures incorporated into the design that will encourage pedestrian travel to and from the development. Consideration should be given to minimizing the property setback, campus style or clustered commercial developments designed on a pedestrian scale, presence and connectivity of sidewalks and walkways, security lighting, landscaping, parking aisles oriented to the building entrance, and other pedestrian measures included by the developer.

E. Pro-active Design to Encourage Alternate Forms of Transportation

Purpose -Encourage travel by modes other than single-occupant vehicles and reducing vehicle emissions.

Requirement -Developer should identify measures incorporated into the design that encourage walking (see item 4 above), cycling, transit, carpools, and alternative fueled vehicles. Consideration should be given to bike racks, bus stops (where applicable), access to bus stops, park and ride stalls, carpool preferred parking, alternative fuel vehicle preferred parking, and other measures included by the developer.

F. Cool Design

Purpose -Reduce parking lot ambient air temperature to reduce evaporative emissions from vehicles.

Requirement -Developer should identify measures incorporated into the design that will reduce ambient air temperatures. Consideration should be given to light colored pavements, trees or other shade, landscaping, and other measures included by the developer.